

SECURITY PROPOSAL

FOR

PROJECT EVERSAFE

SECURE
STORAGE

NATIONAL STORAGE COMPANY, INC.

296 BARCLAY AVENUE

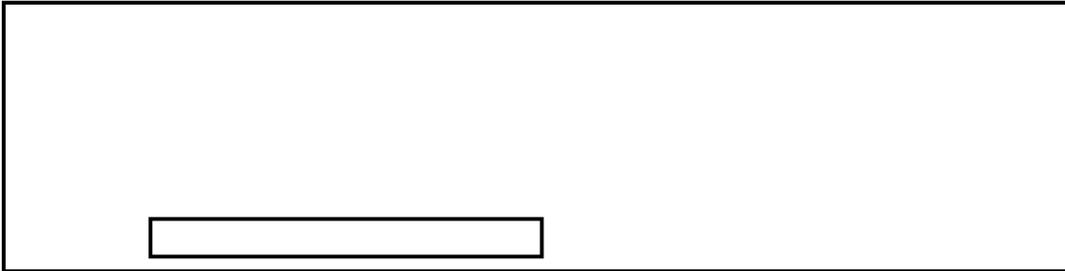
PITTSBURGH 21, PA.

December 4, 1959

L. E. YONT
MANAGER OF SALES

ARCHIVES DIVISION

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In accordance with your request, we are pleased to submit for your favorable consideration, the following proposal which will provide Project Eversafe with:

1. Underground atomic security for vital records
2. A relocation site for disaster operations by personnel of Project Eversafe

Project Eversafe will be developed in our underground operations located 220 feet below the surface, in a worked-out vein of solid limestone.

Based on our initial discussions, we propose to rehabilitate a total of 10,000 square feet of floor space, underground, which shall be known as Project Eversafe, and developed in the following manner:

1. LIMESTONE ROOF AND WALLS

All limestone roof and wall areas within the demised premises shall be thoroughly scaled and made completely free of loose stone or other material which might create a hazardous condition; after which procedure all such roof and wall areas shall be thoroughly cleaned and made completely free of loose particles and dust, preparatory to painting. The surface of all roof and wall areas shall then be given one coat of aluminum paint which shall be applied by the spray method.

2. CLOSING THE CROSS-CUT OPENINGS

All openings between, in or through the limestone ribs or walls, comprising the outside perimeter of the demised premises, shall be completely closed with concrete block block masonry, thereby sealing the space demised to Lessee;

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provided, however, that certain door openings in such masonry shall be reserved as hereinafter specified. All such masonry shall consist of 10" cured concrete blocks erected or installed in a workmanlike and presentable manner.

3. DOORS

In the cement block walls enclosing the demised premises, three door openings shall be provided which shall be located at points to be agreed upon by Lessor and Lessee. In one such door opening (which shall be located at a point most appropriate for receiving incoming and removing outgoing materials) shall be installed a pair of labeled flush-type hollow steel doors, complete with hardware and locks, having a combined opening area of approximately 8' x 10'. In a second such door opening (which shall be located at a point most convenient as a personnel entrance and exit) shall be installed a 3' x 7' single labeled flush-type hollow steel door. The other door opening shall be located at a point most appropriate as an emergency exit, and shall be equipped with a single labeled flush-type hollow steel door which shall be provided with inside panic-type hardware to permit exit only at that location.

4. FLOOR AND FLOOR GRADE

The floor of the entire demised premises shall be back-filled with limestone to provide an equal elevation between the ribs. Longitudinally, the floor shall be back-filled and graded in such a manner as to maintain a finished grade of not exceeding three-fourths (3/4) of one per cent (1%). If necessary, in order to maintain a grade not exceeding the limits mentioned, ramps shall be installed where floor elevations require. Such ramps, wherever installed, shall be of such grades as to permit the ready movement of hand trucks or similar equipment in negotiating all ramps. The floor throughout the demised premises shall be finished by the application of a bituminous surface course corresponding with and equal to Pennsylvania State Highway Department Specification ID-2. The binder course shall be a total thickness of 3/4" after compression under a tandem power roller weighing not less than 10 tons.

5. LIGHTING

The demised premises shall be provided with the following lighting facilities:

- (a) One unbroken row of two-lamp Instant Start industrial fluorescent fixtures, extending longitudinally throughout the length of the demised premises, which shall be controlled at a lighting panel board to be conveniently located.

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- (b) Industrial lighting fixtures over all doorways, on the outside of the said premises which shall be connected to switches mounted on the inside.
- (c) In the area of the demised premises to be used by Lessee for office and sanitary purposes, suitable lighting fixtures shall be installed to provide ample lighting for these areas.
- (d) Such wall outlets shall be installed throughout the demised premises as may be reasonably required by Lessee.
- (e) All circuit wiring required for the aforementioned installations shall be provided. All such wiring carrying primary lines shall be enclosed in metal conduit.

6. HEATING AND AIR CIRCULATION

There shall be mounted in the concrete block wall, near the limestone roof, a 20 KW heater and blower for the purpose of pulling air into the said premises as well as heating and circulating the said air. This combination heater and blower shall be connected to a thermostat mounted on the said wall. In addition, there shall be installed the necessary 7-1/2 KW heaters, properly spaced and connected to the limestone roof, for the purpose of controlling humidity. Each heater shall be connected to a humidistat which shall automatically activate each heater as humidity conditions require. There shall be installed in the concrete block wall air filter louvers of sufficient capacity for the expulsion of stale air from within the demised premises. All equipment installed for the purpose of heating shall be of suitable design and capacity to provide a constant temperature within the demised premises of approximately 70 degrees Fahrenheit, and a relative humidity of approximately 55%. In addition, such heating equipment shall provide a constant and ample movement of air within the said premises at all times.

7. SANITARY FACILITIES

(Gentlemen) At an appropriate location within the 10,000 square foot area, we propose to construct with 8" concrete block, a sanitary room for men. This room will be accessible through a 2'7" x 7' single non-labeled flush-type hollow steel door having one adjustable louver. Within such enclosure there shall be installed suitable lighting fixtures and a built-in electric wall heater connected with

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a thermostat to maintain a constant temperature. The interior and exterior walls, as well as the roof, of this enclosed area shall be spray-painted with one coat of aluminum paint.

The following fixtures and appliances will be installed in this room:

- 5 lavatories encased by metal partitions
- 3 urinals
- 3 wall-type washstands with hot and cold running water
- 3 enclosed showers with hot and cold running water
- 1-100 gallon electric hot water heater

(Ladies) Adjacent to and developed in the same manner as that described for the men, we propose to construct a sanitary room for ladies.

The following fixtures will be installed in this room:

- 3 lavatories encased by metal partitions
- 2 wall-type washstands with hot and cold running water
- 2 enclosed showers with hot and cold running water.

8. KITCHEN FACILITIES

At a suitable location within the 10,000 square foot area, we propose to develop kitchen facilities which would be utilized for the preparation of food, in the event the underground area would be required as a disaster relocation center by personnel of Project Eversafe.

In this area would be installed the following fixtures and appliances:

- 1 Westinghouse 40" range with double oven and 4 surface units
- 1-16 cu. ft. Westinghouse combination refrigerator-freezer unit
- 1-78" combination floor cabinet-kitchen sink having double porcelain bowls
- 1-50 gallon hot water heater and the necessary plumbing connections to the kitchen sink

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9. STORAGE TERMS AND CONDITIONS

The above described underground records center and disaster relocation site will be developed for the agency represented by Project Eversafe under the following terms and conditions:

Ten Year Lease

Basic Square Foot Rental

Our company will develop and lease the above premises to the agency represented by Project Eversafe, under a ten-year firm lease, for the sum of \$1.25 per square foot per year, payable monthly in advance. This rental shall include lighting, heating and maintenance, but shall not include janitor service.

Extraordinary Installations

In addition to the per square foot rental above, shall be added the recovery cost by our company of the following capital expenditures or installations which are considered extraordinary in that they are over-and-beyond what we normally provide for a typical record center development:

(A) Sanitary Facilities

Gentlemen

- (1) Plumbing and fixtures for 3 lavatories
- (2) Plumbing and fixtures for 2 urinals
- (3) Plumbing and fixtures for 2 washstands
- (4) Plumbing and fixtures for 3 showers

Ladies

- (1) Plumbing and fixtures for 3 lavatories
- (2) Plumbing and fixtures for 2 washstands
- (3) Plumbing and fixtures for 2 showers
- (4) Concrete block walls, steel door and lighting fixtures to develop this area

(B) Kitchen Facilities

All costs incident to plumbing, equipment, fixtures and appliances specified in Paragraph 8, "KITCHEN FACILITIES" on Page 4. hereinabove.

Our company agrees to submit the contractors' proposals and/or billings for these extraordinary installations to the personnel of Project Eversafe. The sum total of these costs would then

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be added to the rental of \$1.25 per square foot per year, payable monthly over the 10-year lease term.

Tax Escalation

All of our leases provide for tax escalation wherein, after the initial assessment has been made of special improvements underground, the tenant shall thereafter pay as additional rental any increase in taxes occasioned by raising the initial assessment and/or tax millage by taxing authorities.

Three Year Lease with 2 Three-Year Renewal Options

Should the agency represented by Project Eversafe prefer a lease of shorter duration, our company then offers a firm 3-year lease with the option to renew for 2 additional 3-year terms under the same conditions and terms.

Under this lease agreement the rental rates would be as follows:

(a) First 3-Year Term

\$1.50 per square foot per year payable monthly in advance, plus recovery costs of all extraordinary improvements in 36 equal payments, plus tax escalation, if any.

(b) Second 3-Year Term

\$1.25 per square foot per year payable monthly in advance, plus tax escalation, if any. ✓

(c) Third 3-Year Term

\$1.00 per square foot per year payable monthly in advance, plus tax escalation, if any.

We thank you for the privilege of submitting this proposal to provide the agency represented by Project Eversafe with the finest underground security available in this country. We sincerely hope that your visit to our operations has impressed you, and that your decision resulting from this proposal will be favorable. If you have any questions concerning this offer, or if we can be of any assistance, please do not hesitate communicating with us.

We will anticipate your reply with extreme interest.

Very truly yours,